

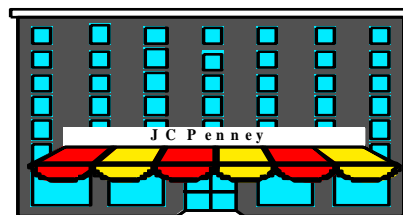
# **PROVIDER INFORMATION**

**Provider Search**

**Adding a Non-Licensed Provider**

**General Provider Details**

## PROVIDER SEARCH/MATCHING



PI-02

- Search by provider name or match client needs with providers by entering criteria
- Match is based on type of provider needed and profile of the client
- All licensed foster family homes, adoptive homes, day care centers and agency/facilities are included in provider index for search or matching
- Will allow greater access to providers throughout the state and more detailed provider information

## PROS - Provider Search

```
CAFSPROS                PROVIDER SEARCH                08/31/2011    10:16
USER ID : CS4566
PROV NO : 0007001  001    PROV NAME: YOUTH HOMES
                           FACIL NAME: SUSAN TALBOT HOME FOR BOYS & G

PLEASE ENTER ALL OR A PORTION OF THE PROVIDER'S NAME

PROVIDER NAME : reynolds
OR
PROVIDER NUMBER :
OR
FEDERAL TAX ID NUMBER :

PATH:
```

- This screen provides a means for locating providers who have been entered into the system
  - This includes Day Care, Foster Families, Adoptive Families and Agencies and Facilities
- You can search for a specific provider by entering one of the following criteria
  - PROVIDER NUMBER
  - FACILITY NUMBER, which also includes the PROVIDER NUMBER
  - First two or three characters of the providers LAST NAME
  - Federal Tax ID Number
- The more search criteria that you have the more limited your search will be
- The system will take you to PROL (Provider List) screen after performing a search
- Be thorough in your search in order to avoid entering duplicate providers into the system

## PROL - Provider List

```
CAFSPROL                      PROVIDER LIST                      06/13/2011    9:48
USER ID : CS4566                      PAGE NO:    2
PROV NO : 0000000 000      PROV NAME:

DISPLAY A=ACTIVE OR B=BOTH(ACTIVE AND INACTIVE LICENSES: B
TO SELECT, ENTER S=SELECT, I=INQUIRE OR M=MODIFY
SEL PROV-NO LOC  PROVIDER NAME                                TYP COUNTY
- 0007001 004 MISSOULA YOUTH HOMES INC.                      X 032 MISSOULA
- 0007001 005 MISSOULA YOUTH HOMES INC.                      X 032 MISSOULA
- 0007001 006 MISSOULA YOUTH HOMES, INC                      X 032 MISSOULA
- 0001028 001 MMM                                             A 025 LEWIS & CLARK
- 0001116 001 MONTANA HOME                                   F 025 LEWIS & CLARK
- 0001117 001 MONTANA HOME                                   F 025 LEWIS & CLARK
- 0001039 001 MORRIS                                         A
- 0001039 001 MORRIS MARY                                    F
- 0001116 001 MT HOME                                        A 025 LEWIS & CLARK
- 0001117 001 MT HOME                                        A 025 LEWIS & CLARK
- 0007001 003 MYH FRANCETICH GROUP HOME                      F 032 MISSOULA
- 0007001 009 MYH FRANCETICH GROUP HOME II                  X 032 MISSOULA
- 0007001 009 MYH FRANCETICH YOUTH GROUP HOME II           F 032 MISSOULA
- 0007001 008 MYH RADTKE TREATMENT CENTER                   F 032 MISSOULA
- 0007001 005 MYH SHIRLEY MILLER ATTENTION HOME             F 032 MISSOULA

                                PATH: █
```

- This screen will display all matches to the search criteria chosen on PROS (Provider Search) screen
- You can SELECT, INQUIRE or MODIFY an individual provider on this screen
- You may select a provider and use the fast PATH to access further information
- You may choose to select providers who only have active licenses or providers who have both active and inactive licenses
- To add a provider after a provider search has been completed, press F11
  - PROE (Provider Entry) will be displayed

## PIGD - Provider Information (General) Detail

MAINFRAME - EXTRA!® Enterprise

File Edit View Tools Session Options Help

CAFSPIGD PROVIDER INFORMATION (GENERAL) DETAIL 02/05/2007 09:30  
USER ID: CS4566 PAGE: 001  
PROV NO: 0007001 006 PROV NAME: YOUTH HOMES INC.  
FACIL NAME: DAN FOX FOSTER CARE AND ADOPTION PROG ABRV NAME: YHI  
ADDRESS LINE1: 550 N CALIFORNIA ST PHONE #: 406 721-2754  
LINE2:  
CITY : MISSOULA STATE: MT ZIP: 59802 3913  
PROVIDER CONTACT NAME: BIRNBAUM GEOFF  
ACTIVE LICENSES STS ASSIGNED WORKER AVAILABLE SERVICES  
SNAAS ADOPTION COSTS-ADOPT  
SPART PARENTING TRAINING  
STRKS TRACKER SERVICES  
SUPFC UNDERPD FFC CORRECTI  
SYACT YOUTH ACTIVITIES  
CPA CHILD PLACING REG C76324 JENNESKENS, FRED PFRS1 FOSTER FAMILY CARE -  
PFTB1 FOSTER FAMILY CARE -  
PFTHR FOSTER FAMILY CARE-T  
PFTL2 FAMILY FOSTER CARE-T  
PTAL1 THERAPEUTIC FOSTER C  
PTXL2 THERAPEUTIC FOSTER C  
SRETf THERAPEUTIC FOSTER C  
HIGHLIGHTED SERVICES ARE NOT ASSOCIATED WITH A FACILITY TYPE  
PATH:    
4B :00.1 24/76  
Connected to host 161.7.90.3 (TCP00867) NUM 9:34 AM

- This screen displays general information about a provider/facility in the CAPS system
- Information will be displayed for ACTIVE LICENSES only and for those services not associated with a specific license
- Information displayed includes the following:
  - Address
  - Provider contact information
  - Facility type and license status
  - Assigned licensing worker
  - Services provider/facility can provide